

Chairman's Report for AGM 25 May 2022

I am proud to present this Report as Chair of Normandy Community Shop and Café Limited. This report covers the period from the previous AGM up to the end of February 2022. It is normal for an AGM to take place some time after the year end. In our case this delay is very significant – things have moved on apace since the end of February.

I am therefore obliged to give you an update of last year's activities and performance, but we will spend some time looking at the progress since the end of last year.

You will recall that at the last AGM we were celebrating the success of the Community Share issue. It is through your contributions that we are here today and through your support we continue to make incredible progress in our mission to provide Normandy with a Community Shop and Café that we can all be proud of.

We were already aware of Surrey County Council's Your Fund Scheme – in which they had set aside £100 million over the next five years from their capital budget to support community projects. Our initial submission had been submitted and the attitude of the community to the project was tested by providing comments. Again, you provided tremendous support enabling us to progress further along the funding application route.

Surrey County Council were extremely thorough in their scrutiny of our bid – it took us nine months to go through the Final Submission stage and answer all their questions sufficiently for our bid to go to the full Evaluation Committee to approve our funding at the end of November.

But that was not to be the last of the hoops through which we had to jump – we still had to resolve conditions that had to be addressed before our planning approval could be considered complete. All but two of these conditions have now been addressed – the resolution of these remaining two is now with Guildford Borough Council.

There were also issues to resolve with the Lease of the land at Manor Fruit Farm which needed to be agreed with Normandy Parish Council and Guildford Borough Council from whom the land is ultimately leased.

So it was that the funding process took a long time, but we have been successful in jumping through all the hoops.

In parallel with all this, the whole team has been busy. Following the announcement of our successful application, we made quite an impression on the media with interviews with Radio Surrey, a short clip on That's TV and articles in the local press all commending us on our success.

So, the work on getting ready for the build project began. We have on board an excellent architect in Les Asher, a local resident with over 30 years' experience in the industry, who has supported us throughout, and without whose skills and experience we would have really struggled. We brought on board key figures in the project including a Structural Engineer and

companies who carried out the site investigations to rule out any major issues with the land, and to inform the planning for the groundworks.

We continued to develop the external and internal plans to the point that we were able to confirm the scope of the ground works required and also look towards the external works needed around the building, the connections to the utilities required and, of course, the layout of the shop and café.

Alongside this, other members of the team were busy establishing what we are going to sell, where we are going to get the products from, and how the shop and café will operate. This has been confirmed by many discussions with other community shops and cafes around Surrey and through help from the Plunkett Foundation who are experts in the field of setting up and running community shops, cafes and pubs. This work involves deciding how much shelving we need, how many fridges and freezers and how the kitchen and storage areas will be organised. This work will continue up to the point where we are ready to fit out the building in detail and stock the shelves and storage areas.

Now for a little on where we are now, and our plans for the future:

From an early stage, we had identified the type of building we wanted to erect and the company to build it had been selected – Ascot Timber of Liphook. We did, though need to identify a company to carry out the groundworks so a tender was produced and offered to four companies from around the area. We received three tenders and selected a supplier – Bill Kear Limited, who are plant and agricultural contractors based in Newdigate in Surrey. They began work on the 16th May and they have already, in just over a week, dug the trenches for the foundations, poured the concrete and laid the blocks that will support the building.

Once Bill Kear have completed this stage, Ascot Timber will arrive with the partially constructed building and erect it. This is likely to take us through July and August, followed by first-fix, the installation of the mechanical and electrical components and the final fit out and stocking of the shop and café prior to opening.

At this stage, we can't guarantee an opening date but with a following wind we hope to be able to open in 2022.

I hope this has given an insight into what the Society and the project team have achieved over the last year. It is through your support that we have been able to make such fantastic progress., so I'd like to thank each and every one of you for your support and I'd like to also thank the team for their hard work and commitment to get us this far.

That concludes my Chairman's Report for Normandy Community Shop and Café for the year ending 28th February 2022. I will be happy to answer any questions you may have at the Annual General Meeting.

Produced by

Bob Hutton

Chair

Normandy Community Shop and Cafe Limited